

Message Text

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PAGE 01 STATE 067371
ORIGIN SNM-05

INFO OCT-01 EA-10 ISO-00 MMO-01 PER-01 DEAE-00 SP-02
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DRAFTED BY S/NM:PWOODRING:BB
APPROVED BY S/NM:JLINNEMANN
EA/TIMBS:DFIELD (SUBS)
-----003441 160923Z /20
R 160128Z MAR 78
FM SECSTATE WASHDC
TO AMEMBASSY RANGOON

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E.O. 11652: NA

TAGS: SNAR, BM, APER

SUBJECT: POSITION DESCRIPTION, NARCOTICS CONTROL OFFICER

1. AS EMBASSY AWARE, RUDY HALL IS BEING ASSIGNED RANGOON AS NARCOTICS CONTROL OFFICER. TRANSMITTED HERewith IS PROPOSED POSITION DESCRIPTION; WORDING HAS BEEN COORDINATED WITHIN S/NM AND EA BUREAU.

2. BEGIN TEXT: INTRODUCTION: WORKS UNDER THE DIRECTION OF THE EMBASSY NARCOTICS COORDINATOR, OR HIS DESIGNEE. INCUMBENT IS RESPONSIBLE FOR TECHNICAL ADVICE IN IMPLEMENTATION OF US NARCOTIC CONTROL OBJECTIVES THROUGH: PLANNING AND DESIGNING COUNTRY PROGRAMS, ASSISTING IN THE NEGOTIATION OF AGREEMENTS WITH THE HOST COUNTRY, AND ADVISING ON THE ACHIEVEMENT OF PROGRAM GOALS AND OBJECTIVES.

DUTIES - GENERAL: ADVISES THE NARCOTICS COORDINATOR IN LIMITED OFFICIAL USE

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THE ACHIEVEMENT OF PROGRAM GOALS IN SUCH AREAS AS:

A) AVIATION; NARCOTICS LAW ENFORCEMENT; TRANSPORTATION, COMMUNICATIONS; TRAINING; COMMODITY PROCUREMENT; AND OTHER AREAS AS ASSIGNED.

B) ASSISTS IN THE PREPARATION OF CONGRESSIONAL PRESENTA-

TIONS REGARDING INTERNATIONAL NARCOTICS CONTROL PROGRAMS, PROJECTS AND BUDGETS.

C) PERFORMS FIELD EVALUATIONS AND RECOMMENDS SPECIFIC PROGRAMS OR PROJECTS TO MEET THOSE NEEDS.

DUTIES - SPECIFIC: AMONG OTHER DUTIES THE INCUMBENT WILL:

A) IN CONJUNCTION WITH HOST COUNTRY OFFICIALS, DEVELOP AIR SUPPORT REQUIREMENTS AND RECOMMEND APPROPRIATE AIRCRAFT, RELATED EQUIPMENT AND NECESSARY SUPPORT FOR THE NARCOTICS CONTROL PROGRAM.

B) CONDUCT FIELD TRIPS FOR ON-SITE SURVEYS TO EVALUATE NARCOTICS AVIATION PROGRAMS, IDENTIFY PROBLEM AREAS, AND PROVIDE NECESSARY RECOMMENDATIONS FOR CORRECTIVE ACTION.

C) PROVIDE TECHNICAL REVIEW OF THE AVIATION COMMODITIES REQUESTED FROM THE STANDPOINT OF SUITABILITY AND END-USE OF PROJECTS REQUESTED.

D) PROVIDE NECESSARY TECHNICAL EXPERTISE TO ASSIST THE CONTRACTING OFFICER IN NEGOTIATING CONTRACTS FOR AVIATION MAINTENANCE AND SUPPLY SUPPORT.

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E) PERFORM THE DUTIES OF CONTRACTING OFFICERS REPRESENTATIVE FOR THE ADMINISTRATION AND MANAGEMENT OF CONTRACTS NEGOTIATED.

F) AS REQUIRED AND DIRECTED, CONDUCTS FIELD TRIPS FOR ON-SITE SURVEYS TO EXAMINE PROBLEM AREAS, DEFINE REQUIREMENTS, AND EVALUATE THE EFFECTIVENESS OF NARCOTICS AVIATIONS PROGRAMS OUTSIDE OF BURMA.

OTHER SIGNIFICANT FACTORS: INCUMBENT MUST HAVE AN IN-DEPTH KNOWLEDGE OF PERFORMANCE CHARACTERISTICS, CAPABILITIES AND LIMITATIONS OF APPROPRIATE AIRCRAFT, AVIATION MAINTENANCE, LOGISTICAL SUPPORT AND TRAINING PROCEDURES AS REQUIRED FOR APPROPRIATE USE IN NARCOTICS CONTROL PROGRAMS. THE INCUMBENT SHOULD FURTHER HAVE BROAD EXPERIENCE IN THE OPERATION OF AIRCRAFT IN LAW ENFORCEMENT MISSIONS SUCH AS TRANSPORT, RECONNAISSANCE AND TECHNICAL OPERATIONS AS WELL AS EXPERIENCE IN AIR SUPPORT PLANNING, MANAGEMENT AND PROGRAMMING. MUST ALSO POSSESS WIDE-SPREAD PERSONAL CONTACTS AMONG AVIATION INDUSTRY SOURCES, AN AWARENESS OF US GOVERNMENT PRACTICES AND

PROCEDURES FOR CONTRACTING AND CONTRACT ADMINISTRATION,
AND MUST HAVE THE ABILITY TO EVALUATE NEEDS, TO NEGOTIATE
AGREEMENTS FOR SERVICES AND COMMODITIES, AND TO COORDINATE
WITH A WIDE RANGE OF US AND FOREIGN PERSONALITIES. MUST
BE AVAILABLE FOR FREQUENT TRAVEL AND HAVE THE CAPACITY
TO MAKE VALID JUDGMENT UNDER STRINGENT TIME LIMITATIONS
WITH LITTLE SUPERVISION.

3. EMBASSY COMMENT INVITED. VANCE

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Message Attributes

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